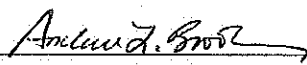
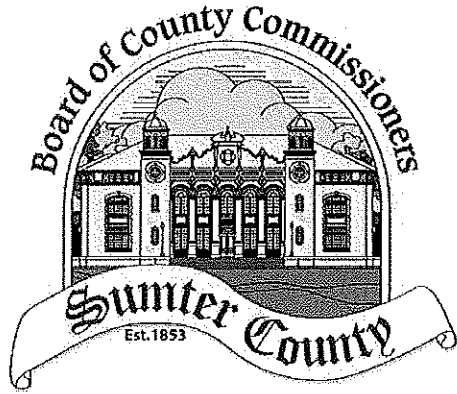


**PART 4
QUALIFICATION DOCUMENTS**

RFQ COVER PAGE

Name of Firm, Entity or Organization: ZHA INCORPORATED	
Federal Employer Identification Number (FEIN): 59-2340397	
State of Florida License Number (If Applicable): AAC001111	
Name of Contact Person: Andrew L. Brooks, P.E., LEED AP	
Title: Executive Vice President	
E-Mail Address: Andy.Brooks@zhaintl.com	
Mailing Address: 221 NE Ivanhoe Blvd., 2 nd Floor	
Street Address (if different):	
City, State, Zip: Orlando, FL 32804	
Telephone: (407) 422-7487	Fax: (407) 422-7413
Organizational Structure – Please Check One:	
Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Proprietorship <input type="checkbox"/> Joint Venture <input type="checkbox"/> Other <input type="checkbox"/>	
If Corporation:	
Date of Incorporation: 08/05/1983	State of Incorporation: Florida
States Registered in as Foreign Corporation: None	
Authorized Signature:	
Print Name: <u>Andrew L. Brooks</u>	
Signature: <u></u>	
Title: <u>EXECUTIVE VICE PRESIDENT</u>	
Phone: <u>(407) 422-7487</u>	
<i>This document must be completed and returned with your Submittal.</i>	



Sumter County RFQ # 009-0-2011/AT

Project Management Services

June 2, 2011



 Celebrating 28 years of providing Owner's Representative Services



June 2, 2011

Board of Sumter County Commissioners
Financial Services Department
7375 Powell Road
Wildwood, FL 34785

Attn: Amanda Taylor, Procurement Coordinator

RE: RFQ # 009-0-2011/AT – PROJECT MANAGEMENT SERVICES

ZHA is pleased to present our qualifications to provide Project Management Services to Sumter County. ZHA is an Owner's Representative firm specializing in assisting owners in conceptualizing and implementing their capital projects. Since our inception in 1983, our only focus has been to represent owners. Our staff is comprised of individuals skilled in planning, architecture, engineering and construction. Our understanding of the design and construction industry and experience with all of the various design and construction delivery methods uniquely qualifies us to assist the Sumter County with the requested services.

ZHA has experience performing Project Management services on all types and sizes of governmental projects. As the General Consultant for Orlando International Airport for twenty years, we routinely managed a project's scope, cost, quality and schedule requirements on small maintenance projects to large terminal expansion projects through the construction phase. As part of the program management team for the Orange County Public School's \$500 million renovations and repairs program, we managed the construction of large and small projects. We have recently represented the cities of Inverness, Lake Mary, Winter Garden, Winter Park, Casselberry, Stuart and Cocoa as their Design Criteria Professional and construction phase Design-Build Consultant on city hall projects, events centers, community centers, municipal services complexes, senior centers, police stations, emergency operations centers and fire stations. We are currently representing Seminole County and Osceola County as their Owner's Representative on fire station, jail, courthouse, library, and other projects. Details of some of these projects are contained within this proposal.

Our staff is extensively diverse in experience to offer our clients expertise on a variety of issues. We use this diversity to look at solutions for our owners from a number of different perspectives, recognizing it is the owner's operational goals and requirements that take precedence in shaping the physical solution to be designed and constructed.

ZHA has read and fully understands the RFQ and has full knowledge of the scope and quality of services being requested by Sumter County. Our qualifications package includes all of the requested information contained in the RFQ, and as clarified in the Questions and Answers provided by Sumter County.

We trust that when the County reviews our qualifications, they will recognize we are the most qualified and the most experienced firm for this assignment. We look forward to the opportunity to meet with the selection committee to further present our qualifications and understanding of your requirements.

Thank you for your consideration.

Sincerely,

Andrew L. Brooks, P.E., LEED AP
Executive Vice President

Table of Contents

Section 1 - Required Documents

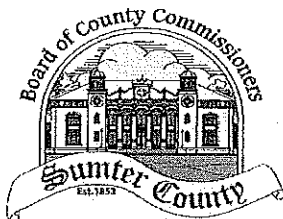
Section 2 - Qualifications and Experience

Section 3 - Technical Approach to Tasks to be Performed

PROPOSER'S CERTIFICATION

Submit To: Sumter County Board of County Commissioners 7375 Powell Road Wildwood, Florida, 34785 Phone 352-689-4400 Fax 352-689-4401		SUMTER COUNTY BOARD OF COUNTY COMMISSIONERS REQUEST FOR QUALIFICATION (RFQ) CERTIFICATION AND ADDENDA ACKNOWLEDGMENT	
DUE DATE: June 2, 2011		DUE TIME: 10:00 am	
RFQ # 009-0-2011/AT			
TITLE: PROJECT MANAGEMENT SERVICES			
VENDOR NAME: ZHA Incorporated		PHONE NUMBER: (407) 422-7487	
VENDOR MAILING ADDRESS: 221 NE Ivanhoe Blvd., 2 ND Floor		FAX NUMBER: (407) 422-7413	
CITY/STATE/ZIP: Orlando, FL 32804		E-MAIL ADDRESS: Andy.Brooks@zhaintl.com	
<p>"I, the undersigned, certify that I have reviewed the addenda listed below (list all addenda received to date). I understand that timely commencement will be considered in award of this RFQ and that cancellation of award will be considered if commencement time is not met, and that untimely commencement may be cause for termination of contract. I further certify that the services will meet or exceed the RFQ requirements. I, the undersigned, declare that I have carefully examined the RFQ, specifications, terms and conditions as applicable for this Request, and that I am thoroughly familiar with all provisions and the quality and type of coverage and services specified. I further declare that I have not divulged, discussed, or compared this RFQ with any other Offeror and have not colluded with any Offerors or parties to an RFQ whatsoever for any fraudulent purpose."</p>			
_____ Addendum #	_____ Addendum #	_____ Addendum #	_____ Addendum #
<p>"I certify that this quote is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an RFQ for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this RFQ and certify that I am authorized to sign this response and that the offer is in compliance with all requirements of the RFQ, including but not limited to certification requirements. In conducting offers with an agency for Sumter County Board of County Commissioners (BOCC), respondent agrees that if this RFQ is accepted, the respondent will convey, sell, assign, or transfer to the Sumter County BOCC all rights, title and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States for price fixing relating to the particular commodities or services purchased or acquired by the COUNTY. At the Sumter County BOCC discretion, such assignment shall be made and become effective at the time the purchasing agency renders final payment to the respondent."</p>			
_____ ANDREW L. BROOKS Authorized Agent Name, Title (Print)		_____ Authorized Signature	
		5/31/11 Date	
<p><i>This form must be completed and returned with your Submittal</i></p>			

**QUALIFICATIONS FORM FOR
BOARD OF SUMTER COUNTY COMMISSIONERS**



Name of Firm Submitting Qualifications ZHA Incorporated

Name of Person Submitting Qualifications Andrew L. Brooks, P.E., LEED AP

PROPOSER ACKNOWLEDGMENT

"The undersigned hereby declares that he/she has informed himself/herself fully in regard to all conditions to the work to be done, and that he/she has examined the RFQ and Specifications for the work and comments hereto attached. The Vendor proposes and agrees, if this submission is accepted, to contract with the Board of Sumter County Commissioners, to furnish all necessary materials, equipment, labor and services necessary to complete the work covered by the RFQ and Contract Documents for this Project. The Vendor agrees to accept in full compensation for each item the prices named in the schedules incorporated herein."

Andrew L. Brooks

Signature

05-30-11

Date

[☐] Check if exception(s) or deviation(s) to Specifications. Attach separate sheet(s) detailing reason and type for the exception or deviation.

This document must be completed and returned with your Submittal

STATEMENT OF TERMS AND CONDITIONS

PUBLIC ENTITY CRIME: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a Proposal/Bid on a contract to provide any goods or services to a public entity, for the construction or repair of a public building or public work, may not submit Proposals/Bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

INDEMNIFICATION: The Contractor agrees to indemnify and hold harmless Board of Sumter County Commissioners, and their elected officials, employees and volunteers from and against all claims, losses and expenses, including legal costs, arising out of or resulting from, the performance of this contract, provided that any such claims, damage, loss of expenses is attributed to bodily injury, sickness, disease, personal injury or death, or to injury to or destruction of tangible property including the loss or loss of use resulting therefrom and is caused in whole or in part by any negligent act or omission of the tenant.

PROHIBITION OF LOBBYING: During the black out period which is, the period between the time the submittals for Invitation to Bid or the Request for Proposals, or Qualifications, or information, as applicable, are received at Contracts / Purchasing and the time the Board awards the contract, no proposer, no lobbyist, principal, or other person may lobby, on behalf of a compelling party in a particular procurement matter, any member of the Board, or any Board employee other than the Financial Services Manager. Violation of this provision may result in disqualification of violating party. All questions regarding this Request for Proposals (RFQ) or Invitation to Bid (BID) must be submitted in writing to the Board's Financial Services Manager.

ANTI TRUST LAWS: By submission of a signed RFQ or BID, the successful Vendor acknowledges compliance with all antitrust laws of the United States and the State of Florida, in order to protect the public from restraint of trade, which illegally increases prices.

CONFLICT OF INTEREST: The award of the contract hereunder is subject to the provisions of Chapter 112 of the Florida Statutes. Vendors shall disclose the name of any Officer, Director, Partner, Associate, or Agent who is also an Officer, Appointee, or Employee of any of the Boards at the time of the RFQ or BID, or at the time of occurrence of the Conflict of Interest thereafter.

INTERPRETATION, CLARIFICATIONS AND ADDENDA: No oral interpretations will be made to any vendor as to the meaning of the RFQ/BID Contract Documents. Any inquiry or request for interpretation received by the Financial Services Manager before the date listed herein will be given consideration. All such changes or interpretations will be made in writing in the form of an addendum and, if issued, will be distributed at or after the Pre-Proposals/Pre-Bid Conference, mailed or sent by available or electronic means to all attending prospective Submitters prior to the established RFQ/BID opening date. Each Vendor shall acknowledge receipt of such addenda in the space provided. In case any Proposer/Bidder fails to acknowledge receipt of such addenda or addendum, his offer will nevertheless be construed as though it had been received and acknowledged and the submission of his bid will constitute acknowledgment of the receipt of same. All addenda are a part of the RFQ/BID FORMS and each Proposer/Bidder will be bound by such addenda, whether or not received by him. It is the responsibility of each proposer/bidder to verify that he has received all addenda issued before RFQ's/BID's are opened. In the case of unit price items, the quantities of work to be done and materials to be furnished under this RFQ/BID Contract are to be considered as approximate only and are to be used solely for the comparison of RFQ's/BID's received. The Board and/or its CONSULTANT do not expressly or by implication represent that the actual quantities involved will correspond exactly therewith; nor shall the Vendor plead misunderstanding or deception because of such estimate or quantities of work performed or material furnished in accordance with the Specifications and/or Drawings and other Proposals/Bid Documents, and it is understood that the quantities may be increased or diminished as provided herein without in any way invalidating any of the unit or lump sum prices bid.

GOVERNING LAWS AND REGULATIONS: The vendor is required to be familiar with and shall be responsible for complying with all federal, state and local laws, ordinances, rules and regulations that in any manner affect the work.

PROPRIETARY/CONFIDENTIAL INFORMATION: Vendors are hereby notified that all information submitted as part of, or in support of RFQ's/BID's, will be available for public inspection ten days after opening of the RFQ's/BID's or until a short list is recommended whichever comes first, in compliance with Chapter 119, and 287 of the Florida Statutes. Any person wishing to view the RFQ's/BID's must make an appointment by calling the Financial Services Manager at (352) 793-0200. All RFQ's/BID's submitted in response to this solicitation become the property of the Board. Unless information submitted is proprietary, copy written, trademarked, or patented, the Board reserves the right to utilize any or all information, ideas, conceptions, or portions of any RFQ/BID, in its best interest.

TAXES: The Board of Sumter County Commissioners is exempt from any taxes imposed by the State and/or Federal Government. Exemption certificates will be provided upon request.

NON-COLLUSION DECLARATION: By signing this RFQ/BID, all Vendors shall affirm that they shall not collude, conspire, connive or agree, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham Proposals in connection with the work for which their RFQ/BID has been submitted; or to refrain from Bidding in connection with such work; or have in any manner, directly or indirectly, sought by person to fix the price or prices in the RFQ/BID or of any other Bidder, or to fix any overhead, profit, or cost elements of the RFQ/BID price or the RFQ/BID price of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against any other Bidder, or any person interested in the proposed work.

PROPOSER RESPONSIBILITY: Invitation by the Boards to vendors is based on the recipient's specific request and application to DemandStar by Onvia at www.DemandStar.com (800) 711-1712 or as the result of response by the public to the legal advertisements required by State law. Firms or individuals submit their responses on a voluntary basis, and therefore are not entitled to compensation of any kind.

OWNERSHIP OF SUBMITTALS: All responses, inquiries or correspondence relating to or in reference to this RFQ/BID, and all other reports, charts, displays, schedules, exhibits and other documentation submitted by the vendors will become the property of the Board. Reference to literature submitted with a previous RFQ/BID will not relieve the Bidder from including any required documents with this RFQ/BID.

EXAMINATION OF BID DOCUMENTS: Each Bidder shall carefully examine the RFQ/BID Document to ensure all pages have been received, all drawings and/or Specifications and other applicable documents are included, and shall inform himself thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract. Ignorance on the part of the CONTRACTOR will in no way relieve him of the obligations and responsibilities assumed under the Contract.

VENDOR RESPONSIBILITY: Vendors are fully and completely responsible for the labeling, identification and delivery of their submittals. The Financial Services Manager will not be responsible for any mislabeled or misdirected submissions, nor those handled by delivery persons, couriers, or the US Postal Service.

DRUG FREE WORKPLACE: All Proposers/Bidders shall submit the enclosed, duly signed and notarized form entitled "Drug Free Workplace Certificate". The Drug Free Workplace Vendor shall have the burden of demonstrating that his program complies with Section 287.087 of the Florida Statutes, and any other applicable state law.

BOARD OF SUMTER COUNTY COMMISSIONERS, are political subdivisions of the State of Florida, and reserves the right to reject any and/or all submittals, reserve the right to waive any informalities or irregularities in the examination process, and reserve the right to award contracts and/or in the best interest of the Boards. Submittals not meeting stated minimum terms and qualifications may be rejected by the Boards as non-responsive. The Boards reserve the right to reject any or all submittals without cause. The Boards reserves the right to reject the submission of any Vendor in arrears or in default upon any debt or contract to the Boards, or who has failed to perform faithfully any previous contract with the Boards or with other governmental agencies.

PUBLIC RECORDS LAW: Correspondence, materials and documents received pursuant to this RFQ/BID become public records subject to the provisions of Chapter 119, Florida Statutes.

VERIFICATION OF TIME: Nextel time is hereby established as the Official Time of the Boards.

PREPARATION OF PROPOSALS/BIDS:

Signature of the Bidder: The Bidder must sign the RFQ/BID FORMS in the space provided for the signature. If the Proposer/Bidder is an individual, the words "doing business as" must appear beneath such signature. In the case of a partnership, the signature of at least one of the partners must follow the firm name and the words, "Member of the Firm" should be written beneath such signature. If the Proposer/Bidder is a corporation, the title of the officer signing the RFQ/BID on behalf of the corporation must be stated and evidence of his authority to sign the RFQ/BID must be submitted. The Proposer/Bidder shall state in the RFQ/BID FORMS the name and address of each person interested therein.

Basis for Bidding: The price proposed for each item shall be on a lump sum or unit price basis according to specifications on the RFQ/BID FORM. The proposed prices shall remain unchanged for the duration of the Contract and no claims for cost escalation during the progress of the work will be considered, unless otherwise provided herein.

Total Proposed Price/Total Contract Sum Proposed: If applicable, the total price bid for the work shall be the aggregate of the lump sum prices proposed and/or unit prices multiplied by the appropriate estimated quantities for the individual items and shall be stated in figures in the appropriate place on the RFQ/BID FORM. In the event that there is a discrepancy on the RFQ/BID FORM due to unit price extensions or additions, the corrected extensions and additions shall be used to determine the project bid amount.

TABULATION: Those wishing to receive an official tabulation of the results of the opening of this RFQ/BID are to submit a self-addressed, stamped business size (No. 10) envelope, prominently marked on the front lower left side, with the RFQ Identification. Tabulation requested by telephone, fax or electronic media will not be accepted.

OBLIGATION OF WINNING BIDDER: The contents of the RFQ/BID of the successful proposer/bidder will become contractual obligations if acquisition action ensues. Failure of the successful Proposer/Bidder to accept these obligations in a contract may result in cancellation of the award and such vendor may be removed from future participation.

AWARD OF BID: It is the Boards' intent to select a vendor within sixty (60) calendar days of the deadline for receipt of Proposals/Bids. However, Proposals/Bids must be firm and valid for award for at least ninety (90) calendar days after the deadline for receipt of the RFQ/BID.

ADDITIONAL REQUIREMENTS: The firms shall furnish such additional information as the Boards may reasonably require. This includes information which indicates financial resources as well as ability to provide the services. The Boards reserve the right to make investigations of the qualifications of the firm as it deems appropriate.

PREPARATION COSTS: The Boards shall not be obligated or be liable for any costs incurred by Proposers/Bidders prior to issuance of a contract. All costs to prepare and submit a response to this RFQ/BID shall be borne by the Proposer/Bidder.

TIMELINESS: All work will commence upon authorization from the Boards' representative (Financial Services Manager). All work will proceed in a timely manner without delays. The Contractor shall commence the work UPON RECEIPT OF NOTICE TO PROCEED and/or ORDER PLACED (PURCHASE ORDER PRESENTED), and shall deliver in accordance to the terms and conditions outlined and agreed upon herein.

DELIVERY: All prices shall be FOB Destination, Sumter County, Florida, inside delivery unless otherwise specified.

ADDITIONAL SERVICES/PURCHASES BY OTHER PUBLIC AGENCIES ("PIGGY-BACK"):

The Vendor by submitting a Bid acknowledges that other Public Agencies may seek to "Piggy-Back" under the same terms and conditions, during the effective period of any resulting contract – services and/or purchases being offered in this Bid, for the same prices and/or terms proposed. Vendor has the option to agree or disagree to allow contract Piggy-Backs on a case-by-case basis. Before a Public Agency is allowed to Piggy-Back any contract, the Agency must first obtain the vendor's approval – without the vendor's approval, the seeking Agency cannot Piggy-Back.

PLANS, FORMS & SPECIFICATIONS: Bid Packages are available from the Financial Services Manager. These packages are available for pickup or by mail. If requested to mail, the Proposer/Bidder must supply a courier account number (UPS, FedEx, etc). Proposers/Bidders are required to use the official RFQ/BID FORMS, and all attachments itemized herein, are to be submitted as a single document. Any variation from the minimum specifications must be clearly stated on the RFQ/BID FORM and/or Exceptions/Deviations Sheet(s). Only one set of plans, forms, and specifications will be furnished each company or corporation interested in submitting a Proposals/Bid. RFQ/BID FORM documents for this project are free of charge and are available on-line and are downloadable (vendor must pay any DemandStar fees or any shipping).

MANUFACTURER'S NAME AND APPROVED EQUIVALENTS: Any manufacturer's names, trade names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition unless otherwise indicated. The Proposer/Bidder may offer any brand for which he is an authorized representative, which meets or exceeds the RFQ/BID specification for any item(s). If RFQ's/BID's are based on equivalent products, indicate on the RFQ/BID FORM the manufacturer's product name and literature, and/or complete specifications. Reference to literature submitted with a previous RFQ/BID will not satisfy this provision. The Proposer/Bidder shall explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. RFQ's/BID's which do not comply with these requirements are subject to rejection. RFQ's/BID's lacking any written indication of intent to quote an alternate brand will be received and considered in complete compliance with the specifications as listed on the RFQ/BID FORM. The Financial Services Manager is to be notified, in writing, of any proposed changes in materials used, manufacturing process, or construction. However, changes shall not be binding upon the Boards unless evidenced by a Change Notice issued and signed by the Financial Services Manager, or designated representative.

QUANTITIES: The quantities as specified in this RFQ/BID are estimates only and are not to be construed as guaranteed minimums.

SAMPLES: Samples of items, when called for, shall be furnished free of expense, and if not destroyed may, upon request, be returned at the Proposer's/Bidder's expense. Each sample shall be labeled with the Proposer's/Bidder's name, manufacturer brand name and number, RFQ/BID number and item reference. Samples of successful Proposer's/Bidder's items may remain on file for the term of the contract. Request for return of samples shall be accompanied by instructions which include shipping authorization and must be received at time of opening. Samples not returned may be disposed of by the Boards within a reasonable time as deemed appropriate.

DOCUMENT RE-CREATION: Vendor may choose to re-create any document(s) required for this solicitation, but must do so at his own risk. All required information in the original Board format must be included in any re-created document. Submittals may be deemed non-responsive if required information is not included in any re-created document.

ACKNOWLEDGED:

Andrew J. Brooks
(Signature and Date)

05-30-11

This document must be completed and returned with your Submittal

REFERENCE & SIMILAR PROJECTS EXPERIENCE FORM

Owner / Business Name: Seminole County Government		
Project Location / Address: 1101 East First Street		
City: Sanford	State: FL	Zip Code: 32771
Point of Contact: Meloney Lung, Director, Central Svcs		Dates of Work: 2001 - present
Phone Number: (407) 665-5277		Fax Number: (407) 665-5804
E-mail Address: mlung@seminolecountyfl.gov		
Project Name: Continuing Project Management Services		
Brief Description of Project: Providing project management for numerous capital improvement projects of varying size including fire stations, parks, libraries and other municipal buildings. ZHA has worked with Seminole County on several other projects including the Criminal Justice Center (2004) and Juvenile Justice Center (2004) construction projects.		

Owner / Business Name: City of Inverness		
Project Location / Address: 212 West Main Street		
City: Inverness	State: FL	Zip Code: 34450
Point of Contact: Frank DiGiovanni, City Manager		Dates of Work: 2004 - present
Phone Number: (352) 726-2611		Fax Number: (352) 726-0607
E-mail Address: fdigiovanni@Inverness-FL.gov		
Project Name: General Consulting, Owner's Representative Continuing Services Contract		
Brief Description of Project: ZHA has provided Needs Assessment, Design Criteria Development, Design Management, and Construction Oversight as needed by the City. Specific projects include Waste Water Treatment Plant Renovations/Upgrades (2010), Inverness Downtown Waterfront Master Plan (2007) and Inverness Government Center (2006).		

Owner / Business Name: City of Cocoa		
Project Location / Address: 155 North Wilson Avenue		
City: Cocoa	State: FL	Zip Code: 32922
Point of Contact: Gary Palmer, Div. Mgr., Capital Proj.		Dates of Work: 2006 - 2010
Phone Number: (321) 433-8772		Fax Number: (321) 504-0922
E-mail Address: gpalmer@cocoafl.org		
Project Name: Transmission & Distribution Warehouse Facility (2010)		
Brief Description of Project: A 50,000-square-foot facility with associated office space. This construction project was completed expending only 97% of the proposed total budget for the project. ZHA has worked with the City of Cocoa on other projects including Cocoa City Hall (2009), City Hall Redevelopment Plan (2007) and Cocoa Uptown Visioning Plan (2007).		

This document must be completed and returned with your Submittal

REFERENCE & SIMILAR PROJECTS EXPERIENCE FORM

Owner / Business Name: City of Winter Park		
Project Location / Address: 401 Park Avenue South		
City: Winter Park	State: FL	Zip Code: 32792
Point of Contact: Randy Knight, City Manager		Dates of Work: 1992 - present
Phone Number: (407) 599-3235		Fax Number: (407) 599-3436
E-mail Address: city_manager@cityofwinterpark.org		
Project Name: Winter Park Community Center (2011)		
<p>Brief Description of Project: A 38,000-square-foot recreational facility that houses offices, senior and youth activity areas, banquet halls, community rooms, kitchens, food concessions, pool, outdoor community garden, indoor gymnasium with event center, indoor and outdoor stages, parking lot and a children's playground. ZHA has also worked on "Plan the Possibilities" 20-year Master Plan Update – Civic Venues (2008), Winter Park Welcome Center (2007), Brookshire New School Alternative (2007), Winter Park School Strategy (2005), Community Redevelopment Area Plan (2000), the Winter Park Library Renovation and Addition (1995), City-Wide Parks Master Plan (1995), and Winter Park Civic Center Restoration (1992).</p>		

Owner / Business Name: Osceola County Government		
Project Location / Address: 1 Courthouse Square, Suite 3100		
City: Kissimmee	State: FL	Zip Code: 34741
Point of Contact: Frank Raymond, Public Works Director		Dates of Work: 2011
Phone Number: (407) 742-0662		Fax Number: (407) 742-0600
E-mail Address: frank.raymond@osceola.org		
Project Name: Owner's Representative/Project Management Services Contract		
<p>Brief Description of Project: ZHA is currently providing project management services for numerous capital improvement projects including library renovations, several facility projects for the Sheriff's Office, jail facility renovations and an emergency operations center/communications building build-out.</p>		

Owner / Business Name: City of Lake Mary		
Project Location / Address: 100 North Country Club Road		
City: Lake Mary	State: FL	Zip Code: 32746
Point of Contact: John Litton, City Manager		Dates of Work: 2002 - 2011
Phone Number: (407) 585-1419		Fax Number: (407) 585-1498
E-mail Address: jlitton@lakemaryfl.com		
Project Name: Lake Mary Events Center (2007)		
<p>Brief Description of Project: A 2-story events center of approximately 20,000 square feet with multiple porches for extended function areas, a catering kitchen, a meeting room and offices. ZHA has also worked on Police Department Relocation Feasibility Study (2011), Municipal Services Center (2004), City Hall Expansion & Renovation (2004) and a Fire Sub-station (2004).</p>		

This document must be completed and returned with your Submittal

CONTRACTOR'S AFFIDAVIT

State of Florida
County of Orange

Before me personally appeared Andrew L. Brooks who is (title) Executive Vice President of (the company described herein) ZHA Incorporated being duly sworn, deposes and says that the foregoing statements are a true and accurate statement of the position of said organization as of the date thereof, and, that the statements and answers to the foregoing experience questionnaire are correct and true as of the date of this affidavit; and, that he/she understands that intentional inclusion of false, deceptive, or fraudulent statements of this application constitutes fraud; and, agrees to furnish any pertinent information requested by The Sumter County Board of County Commissioner deemed necessary to verify the statements made in this application or regarding the ability, standing and general reputation of the applicant.

Personally Known X or Produced Identification _____

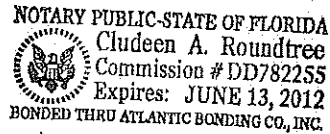
Sworn to and subscribed before me this 30 day of MAY, 2011

Cludeen A. Roundtree
NOTARY PUBLIC - STATE OF FLORIDA

(Signature of Notary Public)

CLUDEEN A. ROUNDTREE
(Print Name of Notary Public)

(seal)



This document must be completed and returned with your Submittal

DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that,

ZHA Incorporated
(print or type name of firm)

- Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.
- Informs employees about the dangers of drug abuse in the work place, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under RFQ or bid, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under RFQ or bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea or guilty or nolo contendere to, any violation of Chapter 1893, or of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
- Makes a good faith effort to continue to maintain a drug free work place through the implementation of the drug free workplace program.
- "As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein".

Andrew J. Bost
Authorized Signature

05-30-11
Date Signed

State of: FLORIDA

County of: ORANGE

Sworn to and subscribed before me this 30 day of MAY, 2011

Personally known X or Produced Identification _____
(Specify Type of Identification)

Cludeen A. Roundtree
Signature of Notary

My Commission Expires JUNE 13, 2012

(seal)

NOTARY PUBLIC-STATE OF FLORIDA
Cludeen A. Roundtree
Commission #DD782255
Expires: JUNE 13, 2012
BONDED THRU ATLANTIC BONDING CO., INC.

This document must be completed and returned with your Submittal



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/10/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Closson Insurance Agency, LLC P.O. Box 547275 Orlando FL 32854-7275		CONTACT NAME: Kellie Smith PHONE (A/C, No, Ext): (407) 898-2211 E-MAIL ADDRESS: ksmith@clossoninsurance.com PRODUCER CUSTOMER ID#: 00001550	
INSURED ZHA Incorporated And ZHA International Inc 221 NE Ivanhoe Blvd. Suite 200 Orlando FL 32804		INSURER(S) AFFORDING COVERAGE INSURER A: St. Paul Travelers INSURER B: American States Insurance Co INSURER C: Zurich Group INSURER D: Technology Insurance Company INSURER E: Houston Casualty Co INSURER F:	NAIC #

COVERAGES

CERTIFICATE NUMBER: CL1151000980

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	GENERAL LIABILITY			680-8751X115	6/1/2011	6/1/2012	EACH OCCURRENCE	\$ 1,000,000	
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 10,000	
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	\$ 1,000,000	
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						GENERAL AGGREGATE	\$ 2,000,000	
							PRODUCTS - COMP/OP AGG	\$ 2,000,000	
								\$	
B	AUTOMOBILE LIABILITY			01CI3714442	6/1/2011	6/1/2012	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$	
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$	
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident)	\$	
	<input type="checkbox"/> HIRED AUTOS			Medical payments	\$ 5,000				
	<input type="checkbox"/> NON-OWNED AUTOS			Uninsured motorist combined	\$ 1,000,000				
C	UMBRELLA LIAB			AUC9670130-03	6/1/2011	6/1/2012	EACH OCCURRENCE	\$	
	EXCESS LIAB						AGGREGATE	\$	
	DEDUCTIBLE							\$	
	<input checked="" type="checkbox"/> RETENTION \$ 10,000							\$	
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			TWC3232016	4/1/2011	4/1/2012	WC STATUTORY LIMITS	OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				E.L. EACH ACCIDENT	\$ 1,000,000	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000	
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000	
E	Professional Liability			H71010548	11/2/2010	11/2/2011	\$1,000,000 Limit		

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

"FOR PROPOSAL PURPOSES ONLY"

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Rodney Closson/KSS

THE ZHA TEAM

ZHA brings a team approach to our Project Management (PM) services.

Our philosophy is to provide extremely qualified people in key roles and support them with specialized expertise, based on Sumter County's and the project's needs.

The ZHA team that will provide PM services to Sumter County will be led by our Project Manager, supplemented and supported as each project may require by ZHA and John J. Christie staff personnel to provide the full range of professional services and expertise to ensure the successful completion of each project.

We believe our team offers Sumter County a depth of expertise that cannot be matched.

PROJECT MANAGER

Leading this effort will be ZHA's Project Manager, **Andrew L. Brooks, P.E.** an Executive Vice President and Owner with ZHA. Andy is a registered professional engineer and a LEED Accredited Professional who will be responsible to Sumter County for all aspects of the ZHA PM team. With more than 32 years of engineering, construction and management experience, Andy has supervised all facets of diverse projects, including project planning, programming, design, construction, occupancy, and contract administration. Andy has a proven track record of successfully managing, coordinating and communicating with all members of project teams, focusing on meeting owners' expectations by completing projects on time, within budget and without claims. Andy has worked extensively as an Owner Representative for a variety of Central Florida entities, including Seminole County, Osceola County, Orlando-Orange County Expressway Authority, and Lake Sumter Community College.

Andy is currently applying to the Project Management Institute (PMI) for his Project Management Professional (PMP) certification. With over 32 years of project management experience, his education and qualifications meet or exceed all of the requirements set forth by the PMI. Mr. Brooks expects to complete this process shortly.

KEY PERSONNEL

Robert W. DeBoard, AIA, NCARB, is a registered architect with more than four decades of experience in the programming, master planning, design, management, and team coordination of complex multimillion dollar building projects. These projects range from commercial and educational to municipal and aviation. His experience encompasses more than 20 design-build and construction management projects incorporating a fast-track delivery system. He is an outstanding planner, conceptual designer and team leader. Bob is well versed in owner/operator review and analysis, program budgets, estimates, zoning reclassifications, construction administration and start-up. He is also the firm's lead forensic specialist for our construction litigation work. Bob's expertise will be called upon to provide architectural review of design documents, as well as on-site observation of construction work.

Andrew J. Murray II, P.E., is a professional engineer, land surveyor, general contractor and a LEED Accredited Professional with more than 40 years of experience in planning, design and construction. He has extensive experience in diverse civil engineering projects throughout Central Florida, the United States and abroad, particularly roadway projects. During his career, he has successfully managed all facets of planning, design and construction for multidisciplinary projects including master planning, feasibility studies, right-of-way acquisitions, roadway improvements and underground utilities. Mr. Murray's expertise will be called upon for the Roadway/Civil projects incorpo-



rated into ZHA's PM contract, during all phases of the work.

Donald A. Doehring, CGC, is a general contractor and State of Florida Certified Building inspector with over 30 years of experience in commercial and public construction in Florida. He has extensive experience as an inspector on a wide range of Central Florida projects, providing both vertical building inspector and Construction Engineering Inspection (CEI) services. Don's expertise will be called upon to in the design phase (to review documents for building code and zoning compliance - task A.6) and during the construction phase to provide inspection services as they are required for vertical or horizontal projects.

R. Garth Jordan has over 30 years of experience in the electrical engineering discipline. He has served more than 23 years at the construction project management and inspection level on a diverse range of projects including airport, industrial, commercial, and domestic construction and maintenance. Garth's expertise will be called upon to provide inspection services as they are required.

ZHA Executive Support will be available using the expertise of **Richard "Zip" Zipperly** and **Frederick "Rick" Mellin Jr.** ZHA has found that during the course of project development and construction it is often beneficial to have a "fresh" set of eyes review a project. Although they are the CEO and COO of ZHA respectively, both Zip and Rick are working professionals. Both have extensive experience and qualifications that will benefit Sumter County.

ZHA's team has a long history of working together; we are experienced professionals with proven track records of successfully providing PM services for our clients.

SUB-CONTRACTORS

John J. Christie & Associates, Inc. (JJC), an African American-owned MBE engineering firm with an office in Winter Park, Florida, was founded in Washington D.C. in 1974 specializing in mechanical and electrical engineering. JJC expanded its services to include Civil and Structural Engineering, Master Planning, Program Management, Owner's Representation and Construction Engineering Inspections (CEI). When John J. Christie opened their local office in 1994, their working relationship with ZHA began. This relationship has continued through the years, and the staffs have worked on hundreds of Central Florida projects together. JJC will provide engineering support services as required by each project.

ADDITIONAL RESOURCES

ZHA's Project Manager will have access to additional resources within ZHA and JJC for any additional technical, structural or administrative support that may be required but not identified as "Key Personnel" above. In addition, our 28 years of providing Owner's Representative services has resulted in ZHA developing relationships throughout the professional consulting community that will allow our Project Manager to quickly identify and, if approved by Sumter County, access additional expertise as required.

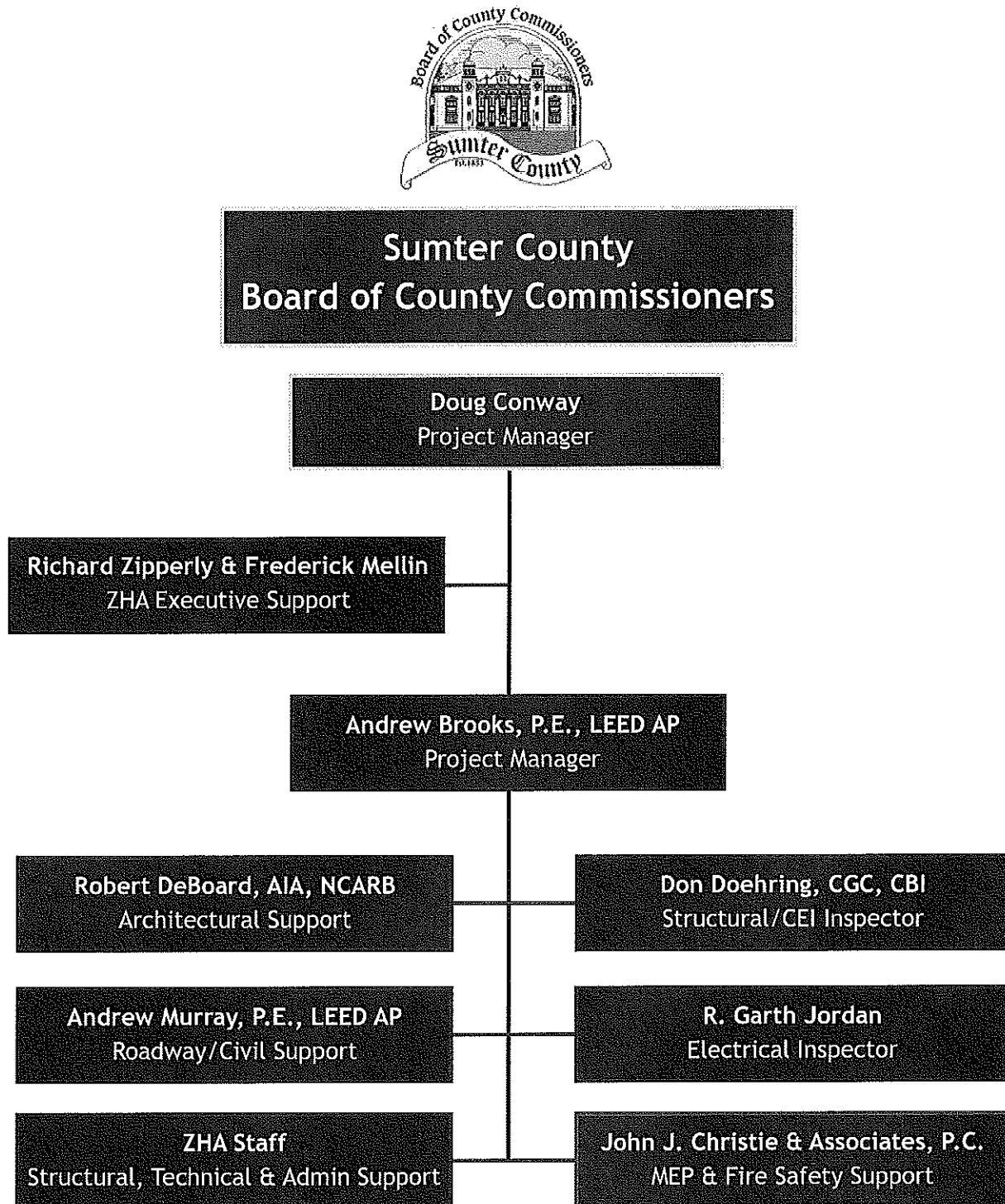
The involvement of our Key Personnel will be established in response to the specific needs of each project as it is assigned by Sumter County's Project Manager. We will tailor our services to the needs of each Sumter County project. How ZHA works has been compared to how the internet operates: if the project needs specific expertise or a different set of eyes, that expertise is made available, something like accessing information from a website on the internet. When the need for that expertise is met, then the expertise is put aside until needed again, like closing an internet website when you are finished. As Project Manager, Mr. Brooks will act as the "webmaster", identifying with Sumter County the expertise needed to successfully complete each project and engaging that person and



QUALIFICATIONS AND EXPERIENCE

expertise. This approach provides the expertise when it is necessary and is the most cost efficient for the Sumter County.

The basic team structure is shown on the following organizational chart. Resumes for key personnel follow this page.



ANDREW L. BROOKS, P.E., LEED AP

YEARS EXPERIENCE

19 years at ZHA / 14 years at other firms

REGISTRATION/CERTIFICATION

Professional Engineer: Florida #42922, Michigan #6201032018; LEED Accredited Professional

EDUCATION

Master of Science, Civil Engineering, University of Florida

Bachelor of Science, Civil Engineering, University of Florida

PROFESSIONAL AFFILIATIONS

Professional Member, Construction Specifications Institute

RELEVANT PROJECT EXPERIENCE

Seminole County, FL — On-site Owner's Representative/Project Executive

- On-call OAR/Project Management – Providing design and construction oversight for various capital projects including fire stations, parks and other municipal buildings
 - » Jetta Point Park: Design of 42-acre park facility with softball fields, playing fields, playgrounds.
 - » Fire Station 12 Addition and Renovation: Addition and complete renovation of an existing 3-bay Fire Station.
 - » Fire Training Center, which included a Fire Training Tower, resurfacing of parking areas, and specialized washer & dryer installation
 - » Fire Station 11 Renovations
 - » Fire Station 29 Prototype Fire Station
 - » Fire Station 42 well installation
 - » FEMA Grant Administration
 - » Repainting and recarpeting five operational libraries
 - » Improvements at the Civil Courthouse
- \$43 Million Criminal Justice Center, CM-at-Risk – A new courthouse project that included 10 courtrooms, judges' chambers, offices for the public defender, state's attorney, clerk of the court, and other court related facilities all with the latest technology and infrastructure for future technology
- \$4.2 Million Juvenile Justice Center, CM-at-Risk – An expansion & renovation project that provided a 20,000-square-foot expansion to an existing 10,000-square-foot facility, adding 2 new courtrooms and support spaces, and allowing consolidation of court operations which were previously displaced due to space constraints

Orange County Expressway Authority (OOCEA) Administration & Operations Center, Orlando, FL — Owner's Representative

Provided full-time, on-site project coordination as an extension of the owner's staff for the construction of a \$28 million agency headquarters building.

RESUME CONTINUED — ANDREW L. BROOKS, P.E., LEED AP

Lake Sumter Community College, FL — Owner's Representative/Project Executive

- \$3 Million Softball Complex – The project provided three (3) recreational fields, one (1) stadium field on a raised grade, and a concessions and press box facility with restrooms. Provided oversight and project management during design and construction of the project.
- \$18 Million Joint Use Library (Planning & Design)

City of Inverness, FL — Owner's Representative

- Waste Water Treatment Plant Renovation/Upgrades – Project Oversight

Orlando International Airport, Orlando, FL — Project Executive

Extensively involved in the development of the airport, including the programming, cost estimating and implementation of:

- \$314 million North Terminal Program – A North Terminal completion plan was developed to maximize the capacity of Orlando International Airport. The expansion program included the design and construction of 23 projects. Two of the major projects were a new control tower and the last of four airside terminals (Airside 2). Construction and installation of an automated people-mover system to link Airside 2 to the main terminal were also part of the program's scope.
- \$204 million Near Term Program – The Program provided facility improvements and expansion to Orlando International Airport. Services included conceptual and detailed airport planning activities that evaluated facilities and led to their modification or to the development of new facilities to accommodate forecast demand.
- \$500 million South Terminal Program – first phase

ROBERT W. DEBOARD, AIA, NCARB

YEARS EXPERIENCE

27 years at ZHA / 19 years at other firms

REGISTRATION/CERTIFICATION

Registered Architect: Florida No. 6560, South Carolina No. 1284; National Council of Architectural Registration Boards Certificate; Certified Seismic, Zones 1, 2 & 3

EDUCATION

Bachelor of Architecture, University of Florida

Advanced Studies in Building Design, Structures, Acoustics

PROFESSIONAL AFFILIATIONS

Member – Emeritus, American Institute of Architects

RELEVANT PROJECT EXPERIENCE

City of Winter Park, FL

- Community Center – Developed design criteria package and consultant procurement packages; negotiated contracts and provide design management and construction administration for the city's \$9 million new community center — Program Manager/Design-Build
- Welcome Center – Provided design criteria package and selection and contract negotiations assistance for a \$1.97 million 2-story, 10,000-square-foot center — Design Criteria Consultant

Nature Coast Emergency Management System Center, Inverness, FL — Project Manager

\$1.8 Million facility – Provided budget development, concept design, site planning, programming, design criteria consultant, design management, construction phase management and owner's representative services for an 8,400-square-foot facility containing corporate administrative offices, medical storage areas, and training rooms that also serve as an emergency operations center.

Public Safety Complex, City of Stuart, FL — Program Manager

\$10 million project – Provided space programming, program estimate, concept design and site plan for a 43,000-square-foot police, fire administration and fire station building, which also included a full Emergency Operations Center. Also provided design review, value engineering, estimating, scheduling and construction period management.

Lake Sumter Community College, FL — Owner's Representative/Design

Provide planning and design for construction of a \$18 Million Joint Use Library

Mable Butler Building Renovations, Orange County Government, FL — Construction Manager

Provided scope development and job cost estimates to define the program budget; developed sub-contractor bid packages and assisted the County with the bidding and award process; also provided construction oversight services for the renovations to the County's 34,000-square-foot, 2-story Mable Butler Building.

Fire Station #23, City of Winter Garden, FL — Design Criteria Consultant

Services for this \$1.1 million fire station included development of project scope, budget and schedule; development of project design criteria; needs assessment; development of design-build selection criteria and RFP; development of design-build contract and negotiation support; design phase management; and construction phase oversight, including project closeout management.



RESUME CONTINUED — ROBERT W. DEBOARD, AIA, NCARB

City of Lake Mary, FL

- \$5.8 Million Events Center – Developed design criteria and consultant procurement packages and provided design management for the city's events center project. — Project Manager (Design)/Design-Build
- \$5.3 Million Municipal Services Complex – Performed space programming and provided design management and construction administration for a project to house a fire station, fire department headquarters, administration, and building and life safety. — Project Manager/Design-Build
- \$3.3 Million City Hall Expansion – Provided owner's representative services for expansion and renovation of the city hall building. — Project Manager/Design-Build
- \$1.3 Million Fire Substation – Provided design criteria development services for a 7,000-square-foot full service fire substation and emergency response facility. — Project Manager/Design-Build

Criminal Justice Center, Seminole County Government, FL — Project Manager (Design)

\$43 million new courthouse project included 10 courtrooms, judges' chambers, offices for the public defender, state's attorney, clerk of the court, and other court related facilities all with the latest technology and infrastructure for future technology.

Juvenile Justice Center, Seminole County Government, FL — Project Manager (Design)

\$4.2 million expansion & renovation project provided a 20,000-square-foot expansion to an existing 10,000-square-foot facility, adding 2 new courtrooms and support spaces, and allowing consolidation of court operations which were previously displaced due to space constraints.

ANDREW J. MURRAY II, P.E., LEED AP

YEARS EXPERIENCE

18 years at ZHA / 24 years at other firms

REGISTRATION/CERTIFICATION

Professional Engineer: Florida, Arizona and Georgia

Professional Land Surveyor: Florida and Arizona

Certified General Contractor: Florida

LEED Accredited Professional

EDUCATION

Bachelor of Science, Civil Engineering, West Virginia University

RELEVANT PROJECT EXPERIENCE

AVIATION

Orlando International and Orlando Executive Airports, Orlando, FL — Client Executive

Responsible for general consultant services for both airports, as well as serving as a senior project manager on special assignments, particularly for taxiway/runway, apron, taxiway bridges, parking areas, roadway, right-way and way-finding. Services included preparing conceptual studies, project feasibility studies, project and master planning, design management, cost estimating, project scheduling and construction project management. Consultant services also included grant applications for the Federal Aviation Administration and Florida Department of Transportation. Specific projects include:

- South Terminal: Master Grading & Drainage and Airfield Paving & Lighting – \$67.5 million
- Mid-Crossfield Taxiway Bridge Expansion – \$48 million
- Cargo Road Expansion, Phases 3 & 4 – \$15 million
- Heintzelman Boulevard Construction – \$35 million
- East Airfield Airport Rescue & Firefighting Station – \$3.4 million
- Air Traffic Control Tower Utilities – \$1.9 million
- South Access Road Widening – \$7.9 million
- Tradeport Drive Reconstruction & Paving – \$2.2 million
- Apron & Taxiway Construction – \$10.5 million
- Bear Road Relocation & Satellite Parking Facility – \$8 million
- Level 1 Utility Relocations – \$2.9 million
- Loop Road Taper Improvements – \$947,000
- Commercial Road Improvements – \$2.6 million
- Cargo Road Improvements – \$3.9 million
- South Access Road & Bridges – \$19 million
- 320-acre Wetland Creation Project – \$5.1 million
- At-Terminal Parking Additions – \$46 million

QUALIFICATIONS AND EXPERIENCE

RESUME CONTINUED — ANDREW J. MURRAY II, P.E., LEED AP

Cincinnati - Northern Kentucky International Airport, Cincinnati, OH — Project Manager
Runway-Taxiway Reconstruction | Airfield Electrical Upgrades and New Apron

Harry S. Truman Airport, U.S. Virgin Islands — Project Manager
Runway-Taxiway Reconstruction

TRANSPORTATION

Transportation clients include state Department of Transportation divisions in Delaware, Maryland and Florida, and toll authorities such as Florida Turnpike Enterprise, Ohio Turnpike Authority, Orlando-Orange County Expressway Authority and Tampa-Hillsborough County Expressway Authority. Projects included right-of-way acquisition, limited access facilities, rural and urban facilities (new and expansion projects), and maintenance management.

FDOT - Homestead Extension of Florida's Turnpike — Right of Way Administrator

Tampa, FL Crosstown Expressway, Expressway Authority — Right of Way Administrator

I-75 Pinellas County, FL, FDOT — Right of Way Administrator

UTILITIES

Public works and utilities clients include City of Harrisburg, PA; City of Inverness, FL, City of Tuscan, AZ; and the Pasqual Indian Reservation. Projects include solid waste facility improvements, waste water facilities (new and expansion projects), lake construction, bridges, water distribution, natural gas, communications, hot and chilled water systems, incinerator upgrades and pavements.

Incinerator Improvement Project – City of Harrisburg, PA — Project Manager

Waste Water Treatment Plant – City of Inverness, FL — Project Manager

Provided independent oversight services for the construction, operation and maintenance of the City's wastewater system which includes a 1.5 MGD facility and reclaimed water distribution system.

Walt Disney World — Senior Project Manager

Disney Center Master Site and Utilities Engineering. 400-acre mixed-use development

DONALD A. DOEHRING, CGC

YEARS EXPERIENCE

13 years at ZHA / 18 years at other firms

REGISTRATION/CERTIFICATION

Certified General Contractor: Florida

International Code Council: Commercial Building Inspector / Residential Building Inspector

State of Florida: Certified Commercial Building Inspector / Certified Residential Building Inspector

Florida State Requirements for Educational Facilities (SREF) Certification

EDUCATION

Construction Business Management Course / 10-hour OSHA Course / Business Practice, Workplace Safety and Workers' Compensation Course

Uniform Building Code Inspector Course / 2002 Florida Building Code Review / 2006 Principles & Practices

RELEVANT PROJECT EXPERIENCE

South Lake Campus Softball Complex Lake Sumter Community College, FL — Construction Admin/Inspection

\$3 million softball complex project provided three (3) recreational fields, one (1) stadium field on a raised grade, and a concessions and press box facility with restrooms.

City Government Center Inverness, FL — Project Manager

Development of a Maintenance Program

NASA/Kennedy Space Center, FL ADP Centers Condition Assessment — Inspector

Conducted building assessment surveys for Launch Complex 39 area buildings

Hurricane Wilma Repairs Program - Hendry County Public Schools, FL — Project Manager

Provided management of hurricane repairs for 6 schools in Clewiston and 6 schools in LaBelle Florida.

St. Edwards Schools - Upper School, Middle School, Lower School, Vero Beach, FL — Owner's Representative

Provided project management of a \$10 million repair program for damages caused by Hurricane Frances and Jeanne to the 3 school facilities.

Colonial High School Comprehensive Needs Project - Orange County Public Schools, FL — Project Manager

This \$49 million project replaced 80 percent of the existing campus with new construction, including a new two-story administration building, a two-story media center, a two-story, 110,000-square-foot general classroom/science building, a gymnasium, and a new central chiller plant. Five existing buildings were renovated.

Seminole County, FL Criminal Justice Center and Juvenile Justice Center — Quality Control Inspector

The new Criminal Justice Center project was a \$43.6 million, 223,000 sq. ft. facility. The Juvenile Justice Center project was a \$4.2 million addition and renovation of the Seminole County Juvenile Justice Center.



RESUME CONTINUED — DONALD A. DOEHRING, CGC

Orlando International Airport, Orlando, FL — Senior Inspector

- Security improvements for landside terminal
- Master grading and drainage South Terminal Complex Phase 1A
- \$80 million Airside 2 concourse construction and tenant finish
- \$1.8 million renovation of the landside commercial road. Project included a bridge extension, the widening of entrances and repaving.
- Central energy plant
- Aircraft support systems
- \$2.9 million renovation of airport parking administration building and adding two new lanes and booths
- Vertical core improvements A & B Garages, including more escalators, two elevators, two new pedestrian bridges, enclosures to elevator and escalator lobbies, conditioned air, new electrical and mechanical rooms, and generators.

R. GARTH JORDAN

YEARS EXPERIENCE

21 years at ZHA / 23 years at other firms

REGISTRATION/CERTIFICATION

Electrical Engineering Certificate (U.K.)

Electrical Technician Certificate (U.K.)

EDUCATION

Electrical Engineering, City and Guilds of London Institute

RELEVANT PROJECT EXPERIENCE

Orlando International and Orlando Executive Airports, Orlando, FL

- BP-424 Rehabilitation of Taxiways B, E and J — Sr. Electrical Engineer | Provided airfield electrical/lighting oversight.
- BP-394 B & C Remedial Work for Rehabilitation of Taxiway C and Related work — Sr. Electrical Engineer
- BP-412 Upgrade and Rehabilitation Airfield Lighting Vault, Runway 17R-36L — Sr. Electrical Engineer | Project includes the replacement of approximately 36 existing constant current regulators, the construction of a new platform for new regulators, and minor upgrades to the existing airfield lighting control system.
- BP-421 Taxiway Y and Z Rehabilitation — Sr. Electrical Engineer | Project involved the rehabilitation of existing bituminous asphalt pavement for the taxiways. This work included milling existing deteriorated pavement surface and overlaying with new asphalt and new pavement markings.
- BP-373 Taxiway B Improvements and Related Work — Sr. Electrical Engineer | Project involved pavement rehabilitation to meet current FAA regulations. Work included new asphalt and limerock construction, milling existing pavement, asphalt paving, airfield marking, lighting and signage.
- V-504 Airside 4 High Mast Lighting Renovation — Sr. Electrical Engineer
- \$100 million Airside 3 Rehabilitation & Hurricane Restoration, Phase 2 — Owner's Authorized Representative | Construction Phase
- V-359 Rent-A-Car Tunnel Road Re-opening — Sr. Electrical Engineer/Inspector
- V-361A A-Side 4th Curb Entrance — Sr. Electrical Engineer/Inspector
- V-361B B-Side 4th Curb Entrance — Sr. Electrical Engineer/Inspector
- H-160 Overflow Parking at Old Terminal Building — Sr. Electrical Engineer/Inspector
- BP383 High Mast Lighting Rehabilitation — Sr. Electrical Engineer/Inspector
- H-136 Repairs to Roadway Signs — Sr. Electrical Engineer/Inspector
- BP 382 Hurricane Wilma Restoration — Sr. Electrical Engineer/Inspector
- H-137 Permanent Repairs to OIA Fencing — Sr. Electrical Engineer/Inspector
- BP365 Airside 4 Feeder — Sr. Electrical Engineer/Inspector
- BP-C266 Renovations to Perishables Center — Sr. Electrical Engineer/Construction OAR

RESUME CONTINUED — R. GARTH JORDAN

- \$17 million Northeast Landside Improvements — Project Manager
- \$2.5 million Escalators & Baggage Claim Devices
- \$7.5 million Baggage Conveyor System
- \$2 million Terminal Improvement (Escalator Replacement)
- \$58.3 million Expansion Program, 3rd Runway — Resident Electrical Inspector | Provided inspection services for the electrical portion of the project. Reviewed contract documents and drawings, and performed construction reviews. Interacted with design engineers and installation contractor's personnel.
- \$800 million Expansion Program, Phase II — Electrical Project Engineer | Project included renovation of existing facilities and pre-construction review of design interface with existing facilities and the airport master plan. Provided coordination and oversaw installation of all necessary electrical systems such as high-voltage distribution, telephone and data, security, MATV, closed-circuit television, flight information display, and multiuser flight information display.
- \$25 million Runway Rehabilitation — Project Coordinator | Supervised crew of electrical and civil inspectors in coordination with the owner, engineer and contractor. Provided drawing and document review. The project involved demolition of airfield lighting system, installation of new system of runway and taxiway lights and a computerized control system. The project also included sub-grade preparation, placement of asphalt and concrete pavements.
- \$4.5 million Runway 7/25 and Taxiway Rehabilitation & Improvements

RICHARD W. ZIPPERLY, AIA, NCARB

YEARS EXPERIENCE

Founding partner of ZHA – 1983 / 9 years at other firms

REGISTRATION/CERTIFICATION

Registered Architect: Florida #7167, Texas #7337, Georgia #5101, North Carolina #3839 and Louisiana #2720

National Council of Architectural Registration Boards Certificate

EDUCATION

Bachelor of Design (with honors), Architecture (Minor – Structural Engineering), University of Florida

Master of Arts, Architecture, University of Florida

PROFESSIONAL AFFILIATIONS

Trustee, Southwest Florida Chamber of Commerce

Board Member, Business Development Corporation of Southwest Florida

Board Member, National Architectural Accrediting Board

Various Officer Roles, American Institute of Architects (Central Florida Chapter)

RELEVANT PROJECT EXPERIENCE

Cape Canaveral Air Force Station General Plan — Project Executive

Mr. Zipperly serves as principal-in-charge of the planning team that is providing a General Plan that is composed of four areas of analysis: Constraints and Opportunities, Infrastructure, Land Use and Capital Improvements. The General Plan serves as the single, integrated, authoritative summary reference for those agencies planning ongoing and future development at the Air Force Station. ZHA is providing alternative detailed Area Development Plans for seven specific within the 17,260+ acre campus: North Launch, Central Launch, South Launch, Administration/Industrial, Skid Strip, South Phillips and South Gate (Port) areas.

Patrick Air Force Base General Plan — Project Executive

Mr. Zipperly serves as principal-in-charge of the planning team that is providing a General Plan to serve as the single, integrated, authoritative summary reference for those agencies planning the ongoing and future development of 1100+ acre Air Force facility. ZHA has also produced several detailed Area Development Plans such as the Headquarters/Administrative Campus, the Military Community Services Area, and Base Industrial/Support Facilities.

Scottsdale Center for the Performing Arts, Renovation Project, Scottsdale, AZ — Project Executive

Provided planning and conceptual alternatives for redevelopment of an existing performing arts center. The proposed \$30 million plan features the renovation of two theatres and public areas.

NASA On-Call Planning Support Services, Kennedy Space Center, FL — Project Executive

Mr. Zipperly is the principal-in-charge of the planning support team, which provides professional planning, architectural and engineering services, including land use planning, facility planning and space utilization, state-of-the-art warehousing, deconstruction, environmental planning, economic development, and architectural standards development.

RESUME CONTINUED — RICHARD W. ZIPPERLY, AIA, NCARB

U.S. Army Yuma Proving Ground Strategic Assessment, Yuma, AZ — Project Executive

Strategic assessment, planning and alternatives development for a 1,300-square-mile army testing facility and 500,000-acre expansion.

Cape Canaveral Spaceport Master Plan — Project Executive

Mr. Zipperly was principal-in-charge of the master plan team, which provided the Spaceport client team—NASA, Air Force and Florida Space Authority — a 50-year plan for the world's premier launch facility.

Orlando-Orange County Expressway Authority — Project Executive

\$416.5 million East-West Expressway Expansion Program

Orlando International Airport, Orlando, FL — Project Executive

- Intermodal Transit System Project
- \$1.5 billion South Terminal Expansion Program (Phase 1)
- \$314 million North Terminal Program (23 projects)
- \$204 million Near Term Program (24 projects)

\$175 million Piarco International Airport Expansion and Development Program, Trinidad, West Indies — Project Executive

Program included a new terminal building, cargo facilities, a free-trade zone, a hotel and a world trade center. As general consultant, Mr. Zipperly was responsible for coordinating a complete site analysis, a master plan update, overall project management and scheduling. He also assisted in budget financing and preparation of schematic and detailed design documents.

\$880 million San Diego International Airport, Miramar, CA — Project Manager

Project included feasibility analysis and conceptual planning for a new terminal complex with 54 gates, apron, taxiway, airline ticket counters, baggage make-up, baggage claim, roadway access system, interstate highway interchange, 5,000-car parking garage and associated support facilities. San Diego used this report to help pass a referendum to relocate the airport from the Lindbergh Field to Miramar.

\$156 million Palm Beach International Airport Expansion Program, West Palm Beach, FL — Project Executive

Program included a new terminal providing 24 gates and improvements to existing apron, roadway and parking facilities. Responsibilities included overall project design coordination, general consultation and project budgeting.

FREDERICK J. MELLIN JR.

YEARS EXPERIENCE

19 years at ZHA / 13 years at other firms

REGISTRATION/CERTIFICATION

Florida Real Estate Broker

EDUCATION

Bachelor of Science, Design, College of Architecture, Clemson University

PROFESSIONAL AFFILIATIONS

Chairman, Orange County Code Enforcement

RELEVANT PROJECT EXPERIENCE

Cocoa City Hall, Cocoa, FL — Project Executive/Design-Build

Developed design criteria and consultant procurement packages, negotiated contracts, and provided design management and construction administration for the city's \$11 million new city hall project.

Nature Coast Emergency Management System Center, Inverness, FL — Project Executive

\$1.8 Million facility – Provided budget development, concept design, site planning, programming, design criteria consultant, design management, construction phase management and owner's representative services for an 8,400-square-foot facility containing corporate administrative offices, medical storage areas, and training rooms that also serve as an emergency operations center.

City of Lake Mary, FL — Owner's Representative

- Lake Mary Events Center – Developed design criteria and consultant procurement packages, negotiated contracts, and provided design management and construction administration for the city's \$5.8 million events center project. — Project Executive/ Design-Build
- Lake Mary Municipal Services Complex – Performed space programming and provided design management & construction administration for a \$5.3 million project to house a fire station, fire department headquarters, administration, and building and life safety. — Project Executive/ Design-Build

City of Inverness, FL – Owner's Representative

- On-call general consulting, management and advisory services — Project Executive
- Inverness Government Center – Developed design criteria and consultant procurement packages, negotiated contracts, and provided design management and construction administration for the city's \$5.7 million city hall replacement project. — Project Executive/Design-Build

City of Winter Park, FL – Owner's Representative

- Community Center – Developed design criteria package and consultant procurement packages and negotiated contracts. Also provided design management and construction administration for the city's \$9 million new community center — Program Manager/Design-Build
- Winter Park Civic Venues – Visioning and alternatives development for the U.S. Post Office, Winter Park Library, City Hall and the State Office Building site — Program Manager
- Brookshire Elementary School – Strategic planning and alternatives development for a new elementary school — Project Manager
- Community Redevelopment Area Plan — Planning Consultant



QUALIFICATIONS AND EXPERIENCE

RESUME CONTINUED — FREDERICK J. MELLIN JR.

Orange County Public Schools, Orlando, FL — Deputy Program Manager

Coordinated daily activities of a five-year school renovation program (190-plus projects), which included more than \$500 million of renovation, remodeling and repair work.

JOHN J. CHRISTIE & ASSOCIATES, INC.

Founded in 1974 as a consulting engineering company, the firm specializes in mechanical, electrical, plumbing and fire engineering services. JJC is a Minorities Business and Enterprises (MBE) certified company and one of the largest African-American owned firms in the United States with the corporate headquarters located in Washington, D.C. JJC has established a solid reputation with an outstanding rank in the Design Industry within the areas of Cost Management, Total Quality Management, Programs Management, and Construction Management.

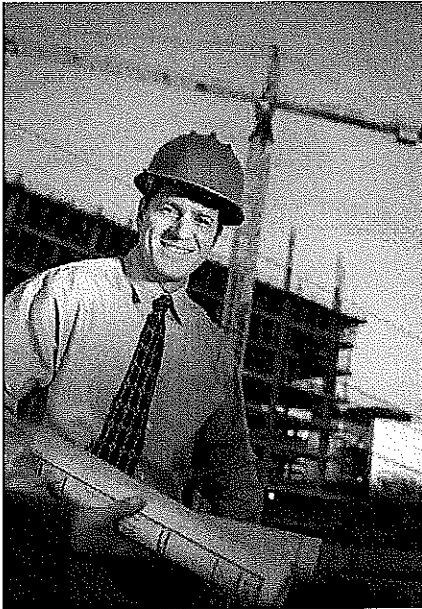
The diversity of the projects where JJC participates include airports, universities, colleges and schools campus' buildings; cultural arts facilities, public assembly buildings residential, industrial, office, criminal justice and hospital buildings, public works facilities, community centers and recreational facilities.

ZHA CLIENTS - GOVERNMENTAL & MUNICIPAL ENTITIES

45th Space Wing, U.S. Air Force	Manatee County Schools, FL
Albany High School, GA	Martin County Schools, FL
Boston Convention and Exhibition Center	NASA Kennedy Space Center
Broward County Government, FL	Nature Coast Emergency Management System
Broward County Dept. of Aviation	Orange County Convention Center
Central Florida Regional Transit Authority (LYNX)	Orange County Government, FL
Charlotte County Schools, FL	Orange County Public Schools, FL
Citrus County Schools, FL	Orlando Executive Airport
City of Bushnell, FL	Orlando International Airport
City of Casselberry, FL	Orlando Naval Training Center Redevelopment
City of Inverness, FL	Orlando-Orange County Expressway Authority
City of Lake Mary, FL	Osceola County Government, FL
City of Ocoee, FL	Osceola County Public Schools, FL
City of Orlando, FL	Palm Beach Convention Center
City of Stuart, FL	Palm Beach International Airport
City of St. Petersburg, FL	Panama City-Bay County Airport
City of Winter Garden, FL	Piarco International Airport – Trinidad
City of Winter Park, FL	Pinellas Sports Authority
Economic Development Commission – EDC	San Diego Convention Center
Federal Aviation Authority of Nigeria	Seminole County Government, FL
Federal Emergency Management Agency – FEMA	Seminole Community College
Florida Department of Transportation – FDOT	Seattle-Tacoma International Airport
Ft. Gillem / Forest Park Redev. Authority	Space Florida
Glades County Schools, FL	St Edwards School, FL
Greater Orlando Aviation Authority	St Lucie County Schools, FL
Hendry County Schools, FL	Subic Bay Naval Base Redevelopment Authority
Indian River County Schools, FL	Tallahassee Regional Airport
KZNIAI Airports Company South Africa	Torrejon Air Force Base
Lake County Schools, FL	Vancouver Convention and Exhibition Center
Lakeland Civic Center	Volusia County Government, FL
Lake Sumter Community College, FL	West Orange Aviation Authority
Los Angeles World Airports	Yuma Proving Grounds, U.S. Army
Louisville International Airport	

TECHNICAL APPROACH TO TASKS TO BE PERFORMED

Due to the potential diversity of projects, Sumter County requires a firm with expertise in Project Management (PM) services capable of managing multiple projects simultaneously and understanding that each project has its own unique requirements. In addition, Sumter County requires Project Management services with an experienced staff that can provide flexible staffing to meet the "as needed" requirements. ZHA has repeatedly demonstrated our ability to successfully manage a portfolio of projects for our owners, delivering these projects on-time, within budget, and meeting or exceeding the owner's goals and requirements.



ZHA's core competency is Owner's Representative services.

Having exclusively provided Owner's Representative services for 28 years throughout Central Florida, the United States and the World, we know providing these services successfully requires a broad knowledge of planning, design and construction issues. We also know specific expertise is often required to appropriately manage and respond to a project's unique requirements. We do not hesitate to identify areas where specific expertise is required and we know where within our PM team to find the necessary expertise.

ZHA's primary responsibility providing Project Management services is to protect Sumter County's interests at all times; managing each project's scope, schedule and budget, and maximizing the quality of the final product.

We believe that a critical component of a successful project and a critical role for the PM is to facilitate clear, concise and timely communication between all parties associated with the project. Communication is critical – critical from inception through completion

of the project – and critical that it be clear, concise, and timely between all parties. This includes the clear, concise, and timely communication of the project's requirements to the design professional and the contractor/construction manager, as well as to the Owner for timely input and decision making. ZHA will facilitate and coordinate this communication by developing a project directory that documents clear lines of authority and communication, by holding regular coordination meetings with all participants, and by utilizing other tools at our disposal.

Another key component to providing quality PM services is an omnipresent attention to detail throughout the project, from design development through building turn-over and review of as-built drawings. As outlined in Sumter County's Scope of Services, this starts with the review of design and construction documents – and continues during construction. This attention to detail begins with the review of total design package, including building systems, components and equipment; reviewing the scope and responses to Request For Information (RFI's), reviewing construction workmanship, reviewing test reports for completeness and conformance with the project specifications, and continues through every phase and element of the project. ZHA and our team pride ourselves on our attention to detail and our hands-on approach to addressing issues that may have an impact on the project's scope, schedule and/or cost. We couple this attention to detail with an ability to provide recommendations and solutions to issues that arise during a project's development – knowing when to utilize traditional methods and when to challenge commonly accepted approaches in order to develop the best solutions for our clients.

Constant, consistent attention to detail is critical because we believe the project environment is cumulative in nature; every task is dependent on the quality of the tasks preceding it. Invalid as-

TECHNICAL APPROACH TO TASKS TO BE PERFORMED

assumptions during the planning process will have a profound negative effect on the design process. Incomplete or ill-defined design documents will adversely affect the project's cost and quality. Uncoordinated permitting will affect the construction schedule and cost. Poor workmanship and non-conforming work will be detrimental to the maintainability and the ultimate life of the asset. These deficiencies in project quality are controllable with proper foresight and experienced oversight. ZHA will provide the proper foresight and experienced oversight.

The services requested are, but are not limited to, those outlined in Sumter County's Request for Qualification.

I. DESIGN PHASE SERVICES

During this phase ZHA will assist Sumter County by:

- Reviewing construction documents and make recommendations with respect to the selection of building systems, components, materials and equipment in terms of which is most cost effective. (A.1)
- Providing recommendations with respect to life cycle cost of the building systems, components, materials and equipment. (A.2)
- Reviewing all fixtures, equipment, door \ hardware, windows and room finish schedules for completeness and providing comments to Sumter County. (A.3)
- Making recommendations with regards to any apparent defect in the design; determine if there are any conflicts between various trades. (A.4)
- Determine if there are any missing scope gaps between the various trades. (A.5)
- Reviewing documents for building code and zoning compliance and all other regulatory agencies having jurisdiction over the project. (A.6)
- Assisting with the development of a project CPM construction schedule. (A.7)
- Providing probable cost estimates and comparisons to each project's budget. (A.8)

During this Phase, ZHA will also, if requested by Sumter County:

- Participate in reviews of design documents for conformance with
 - » Project scope
 - » Budget, and
 - » Construction phasing.
- Review and make recommendations regarding construction bid packaging to facilitate an effective construction process.
- Interface, in conjunction with and as directed by the County, user groups, local government / business associations, and other interested parties, informing the parties of plans and progress of design activities.
- Assisting the County, Architect and/or Engineer in obtaining required permits and approvals, if necessary.
- Assisting in review the design's compliance with the Florida Statutes related to "green design".
- Assisting in LEED certification process, when necessary and where appropriate.



TECHNICAL APPROACH TO TASKS TO BE PERFORMED

II. REQUEST FOR PROPOSAL PHASE SERVICES

During this phase of the project ZHA will assist Sumter County by:

- Reviewing of bid \ RFP documents for completeness and noting any areas needing refinement. (B.1)
- Reviewing unresolved issues from bids/proposals and providing recommendations on resolution. (B.2)
- Assisting Sumter County and design professional with any RFI or document interpretations or clarifications during the bid / RFP process. (B.3)
- Providing evaluations, as needed, with request for "product substitutions" during the RFP process. (B.4)
- Assisting, if requested, with the pre-bid conference (if documents require this activity). (B.5)
- Assisting with the evaluation of proposals once they have been received. (B.6)
- Assisting with the evaluation of the construction CPM schedule. (B.7)

III. CONSTRUCTION PHASE

During this phase of the project ZHA will assist Sumter County by:

- Updating the project directory. (C.1)
- Reviewing and updating project schedules. (C.2)
- Follow system of routing for project correspondence and submittals. (C.3)
- Creating and maintaining construction contract administration files. (C.4)
- Providing contract administration and site observation responsibilities. (C.5) This will include
 - » Providing periodic on-site construction oversight of each project.
 - » Monitoring the construction work for compliance with the contract and construction documents.
- With the County's Project Manager, reviewing and approving (or take other appropriate action) on Contractor's list of subcontractors and suppliers. (C.6)
- Notify the consultant of selected prime contractor(s) and subcontractors when directed. (C.7)
- Obtaining and reviewing Contractor's submittal schedule; confirm with architect that contractor's schedule can be met. (C.8) This will include monitoring the processing of shop drawings, as well as the schedule, to insure that
 - » it follows the schedule submitted by the Contractor, and
 - » the Architect/Engineer reviews the shop drawings in a timely manner.
- Establishing a time for a preconstruction meeting. (C.9)
- Establishing site observation and project meeting schedules. (C.10)
- Coordinating inspection requirements. (C.10)
- Assisting in submitting applications for permanent gas, electric, water, telephone and other services. (C.11)
- Tracking of project costs to budget available. (C.12)
- Verifying each month that the contractor and subcontractor are properly updating the as built documents. (C.13)



TECHNICAL APPROACH TO TASKS TO BE PERFORMED

- Evaluating contractor's CPM construction schedule each month, necessary to maintain contract completion date. If scheduled completion date or intermediate milestones should slip, request from the contractor a "recovery schedule" which will delineate how the contract milestone date(s) and completion date will be achieved. (C.14)
- Advise the county of any building code inspections which are substandard or which were failed. (C.15)
- Maintaining all test reports for each project as required by the construction documents. (C.16)
- Informing Sumter County's Project Manager of progress of each project. Preparing and submitting field report of site visits. (C.17)
- Obtaining and reviewing contractor's updated progress schedule and advising Sumter County's Project Manager of potential revisions to anticipated occupancy date. (C.18)
- Prior to first application for payment, receiving, reviewing and recommending approval, if appropriate, Contractor's schedule of values. (C.19)
- Receiving and reviewing the Contractor's monthly application for payment with architect. (C.20)
- Verifying requirements, if any, for reduction in contractor's retainage and have contractor submit required documentation, including consent of surety. (C.21)
- Obtaining and reviewing required test reports. (C.22)
- Receiving contractor's submittal log and monitoring the response time from the architect. (C.23)
- Reviewing contractor's proposed cost for changes and recommending response. (C.24)
- Responding to the contractor's punch list of remaining work to be repaired or completed. (C.25)
- Ensuring reproducible record drawings are received from the contractor and reviewing the drawings for accuracy. (C.26)
- Reviewing project close-out documents for completeness and accuracy, including but not limited to, as-built drawings, shop drawings, operations and maintenance manuals and warranties. (C.27)
- Verifying the Contractor has obtained a certificate of occupancy or occupancy permit. (C.28)
- Reviewing the Contractor's request for final inspection and conducting a field inspection of the project to confirm completion. (C.29)
- Preparing a final field report for each project. (C.30)
- Reviewing the Contractor's application for final payment, including required attachments such as waivers of lien and consent of surety documentation. (C.31)
- Reviewing and making a recommendation on request for final payment. (C.32)
- Assembling and filing for future reference complete project and cost records for both construction and professional services. (C.33)
- Archiving project information and materials. (C.34)
- Prior to expiration of the one-year period of corrections, conducting an inspection to determine if any work is required by the Contractor to remedy defects.

ZHA's Project Management services during the Construction Phase are focused on delivering or implementing the plan developed during the design phase. The product should meet or exceed the Owner's goals and expectations – and fall within the established schedule and budget. Paperwork needs to support and document the project – not control it.



TECHNICAL APPROACH TO TASKS TO BE PERFORMED

Sumter County, ZHA, the designer and contractor are a team. ZHA's PM staff will provide a conduit through which the team can look for ways to improve quality and value while not sacrificing schedule or budget. Having this open communication where everyone participates provides "pride of ownership".

During this Phase, ZHA will also, if requested by Sumter County:

- Recommend to the County, designer, as required, issuance of Notice of Non-Conformance to correct non-conforming and/or defective work.
- Recommend rejection of all construction work or materials that do not comply with the contract requirements.
- Recommend to the County, designer, as required, to order corrective actions in writing if the contractor fails to promptly remove, correct, or replace rejected construction work or materials.
- Analyze construction progress and comparing each project's progress to the contractor's proposed invoice and make recommendation of payment to the contractor.
- Review and recommend actions to the County on proposed design and construction changes, including assessing impact, if any, on project budget.

Shortly after the construction contract has been executed, ZHA schedules and conducts a pre-construction meeting with the Contractor, the Designer and the Owner. The pre-construction meeting establishes the basic rules for conducting business for the project. ZHA strongly recommends that the Owner require in the contract documents that the Contractor provide a baseline schedule no later than two weeks after contract execution. When the Contractor's proposed baseline schedule is received, ZHA analyzes it to ensure that it is a feasible plan for performing the work. This includes confirming that the schedule complies with milestone dates in the contract documents' construction sequence plan, includes all elements of the work, and is not unfairly arranged to place Owner activities on the critical path.

When ZHA concurs with the Contractor's schedule, we recommend that the Owner formally accept and adopt the baseline, which becomes the document used to determine entitlement to Contractor-requested time extensions and is incorporated into the Master Program Schedule. The Contractor updates the baseline schedule periodically (usually monthly) to reflect actual progress.

It is essential that all parties communicate efficiently. To accomplish this, ZHA conducts weekly Job Coordination Meetings (JCM's), which are attended by representatives from the Contractor, the Designer, the Owner and ZHA. The meeting's purpose is to discuss coordination of the Contractor's work and to review and resolve issues as they arise. At these JCMs, the following occurs:

- Project progress is measured against the most recently approved Contractor's updated schedule to determine if the project is proceeding on schedule, and if not, to understand why not
- The Contractor is asked to provide a two-week look-ahead of expected activities consistent with the Master Schedule so that its activities can be coordinated with the Owner's activities.
- Issues that potentially could impact safety, budget or schedule are discussed and, if possible, resolved. If it is not possible to resolve the issue within the meeting in a timely manner, an action item is assigned to the appropriate party with the expectation that the responsible party will provide a plan for resolving the issue prior to the next meeting.
- Logs for non-conformance notices, RFIs, shop drawings and change orders are reviewed and discussed. These discussions assure that questions are being answered in a timely manner, that change orders are being executed appropriately, and that shop drawings are being submitted, reviewed and returned in a timely manner. We verify that the Contractor is taking appropriate

TECHNICAL APPROACH TO TASKS TO BE PERFORMED

action to rectify non-conforming work prior to proceeding with the next logical activity.

- Material testing and surveying services are required throughout project duration. ZHA will coordinate the activities of the testing firms, surveyors, and other sub-consultants to assure that all necessary quality assurance tests and surveys are conducted at the appropriate time. ZHA will track material tests and inspections, (such as concrete strengths, asphalt air voids and densities, and marshal stability, sub grade densities) and other tests. All test results are summarized on tracking logs, as reports are received. The results of these services are reviewed as part of the weekly meeting and any non-compliant items addressed.
- At the JCM at the end of each month, a draft Pay Application from the Contractor is reviewed and comments, if any, provided.

IV. WARRANTY PHASE

During this phase of the project ZHA will assist Sumter County by:

- Coordinating warranty request between Sumter County and the contractor(s). (D.1)
- Tracking warranty request to establish deficiencies patterns with various components, if any. (D.2)
- Assisting with determination with regards to "corrective action" of warranty items. (D.3)
- Should construction deficiencies or design defects be found which are not a warranty nature, coordinating "corrective action" with Sumter County and the contractor(s). (D.4)

PROJECT SERVICES

In addition to the services outlined above, ZHA will at Sumter County's direction, provide these services for the duration of each project as they are required:

- Review and recommend payment of designer's invoices based on progress and overall accomplishment.
- Assisting in evaluating contract changes, modifications, and change orders submitted by the designer.
- Maintaining records, photographs, files, and reports pertaining to the history of the project, including but not limited to, correspondence and documentation related to:
 - » Contracts
 - » Subcontracts
 - » Consultants
 - » Testing
 - » Shop Drawings
 - » Budget and Cost data
 - » Daily reports
 - » Owner Direct Purchase
 - » Plans and specifications
 - » Modifications, including but not limited to RFC's, RFI's, ASI's, CAR's
- All records, photographs and documents will be turned over the Sumter County upon Project Completion or upon the County's request.



TECHNICAL APPROACH TO TASKS TO BE PERFORMED

PROJECT CONTROLS

Collectively titled Project Controls, ZHA believes that monitoring each project's budget, costs, and schedule is critical to the project's success. With a focus on Sumter County's requirements, today's lean financial environment, and the critical importance of Project Controls, ZHA's Project Manager Andy Brooks will be responsible for ZHA's Project Controls services. In this manner, Andy will have intimate knowledge of how the projects are structured and performing. Andy's experience is unique, having started his career as a person responsible for project controls, he has repeatedly demonstrated his ability to continually monitor these key project components. In addition, Andy is intimately familiar with construction scheduling techniques and systems and will be assisting Sumter County in their initial and periodic review of each project's CPM schedule.

ZHA will assist Sumter County by providing these Project Controls services:

- For each project, provide a preliminary evaluation of the Owner's program, schedule and budget requirements, in relation to each other.
- Project schedule
 - » Establishing project completion milestones.
 - » Reviewing and monitoring the designer's design schedule to ensure adequate progress is being achieved to attain each project's goals and objectives.
 - » Reviewing and making recommendations regarding construction packaging and phasing for purposes of bidding to facilitate an effective fast tracking construction process.
 - » Throughout the project, ZHA will aggressively monitor the design professional's compliance with the design schedule, and we will do this with our experienced personnel that have managed design work in the past. ZHA will also monitor and review all responses to Request For Clarification (RFC's), responses to Request For Information (RFI's), as well as any other supplemental instructions to identify potential impacts to the project's cost and/or schedule and/or scope.
 - » Reviewing and making recommendations, as appropriate, to the contractor's proposed construction sequencing schedule.
 - » Monitoring Contractor's/Construction Manager's construction schedule for on-time completion of each project's milestone dates.
 - » Notifying Contractor/Construction Manager of any milestone shown as not being completed in compliance with each project's requirements, and requesting immediate corrective action.
- Project budget
 - » Reviewing and monitoring project budgets, and recommending actions, as required, to maintain established budget.
 - » Preparing order of magnitude cash flow estimates.
 - » Preparing and/or reconciling, at the County's discretion, independent cost estimates for budgeting purposes.
 - » Preparing and/or reconciling, at the County's discretion, independent cost estimates for facility systems and components for value engineering purposes.
 - » Preparing and/or reconciling cost estimates and assist County in negotiations with Construction Manager with GMP.

ZHA has provided overall budget oversight and cost estimating services to a wide array of owners, focusing our expertise on each project's estimated cost and budget requirements. ZHA is currently



TURN OVER OF: 11193 Detention Furnishings
Seminole County Criminal Justice Center

Turned Over To:				Date:	Signature:
Sgt. T. Brown (SCSO)				09/22/04	THC provided directly to Sgt. Brown
Sgt. T. Brown (SCSO)				09/23/04	Transmittal No. 01023
Sgt. T. Brown (SCSO)				09/23/04	Transmittal No. 01023

Item	Copy No. or # of Copies	Rec'd	Turned Over To:	Date:	Signature:
Security Key Cabinet	1	09/22/04	Sgt. T. Brown (SCSO)	09/22/04	THC provided directly to Sgt. Brown
Detention Fire Exting. Case Keys (FA 23HA1)	1	09/23/04	Sgt. T. Brown (SCSO)	09/23/04	Transmittal No. 01023
Security Access Keys - Plumbing Chase	2	09/23/04	Sgt. T. Brown (SCSO)	09/23/04	Transmittal No. 01023
Security Fire Valve Cabinet Key (Air Tec)	4	10/07/04			
Security Fire Valve Cabinet Key (Air Tec)	4	10/07/04			
Gun Locker CIR 1A - 2 keys each locker	18	10/07/04			
Gun Locker CIR 1B - 2 keys each locker	18	10/07/04			
Gun Locker - Lobby # 1004 - 2 keys per locker	4	10/07/04			
Gun Locker - P Elev Lobby # 1182 - 2 keys per locker	4	10/07/04			
Gun Locker - P Elev Lobby # 1182 - 2 keys per locker	4	10/07/04			
Gun Locker CIR 4A - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4B - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4C - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4D - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4E - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4F - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4G - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4H - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4I - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4J - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4K - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4L - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4M - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4N - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4O - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4P - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4Q - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4R - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4S - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4T - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4U - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4V - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4W - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4X - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4Y - 2 keys each locker	4	10/07/04			
Gun Locker CIR 4Z - 2 keys each locker	4	10/07/04			

Summary of DPO - Invoice Status - Criminal Justice Center

Seminole County Criminal Justice Center										
Description	Original DPO (as written)			Final (FY)			Actual Sales Tax Savings	Close Out Issued Date	Amendment No. to This	
	Total P. O. Amount	Proposed Sales Tax Savings	P. O. Amount to Vendor	P. O. Amount	Total Invoiced Processed	Amount Remaining				Final P. O. Amount
ANS Pumps	\$5,964.81	\$140.84	\$5,823.97	\$5,814.00	\$5,814.00	\$0.00	\$5,814.00	4/30/2004	3	
Accorsi Engineering Co.	\$65,735.10	\$4,000.10	\$61,735.00	\$61,735.00	\$61,735.00	\$0.00	\$61,735.00	4/30/2004	3	
Accorsi Engineering Co.	\$19,102.34	\$2,317.34	\$16,785.00	\$16,785.00	\$16,785.00	\$0.00	\$16,785.00	4/30/2004	3	
Accorsi Engineering Co.	\$61,855.12	\$3,578.12	\$58,277.00	\$58,277.00	\$58,277.00	\$0.00	\$58,277.00	4/30/2004	3	
Accorsi Engineering Co.	\$32,258.12	\$1,673.10	\$30,585.00	\$30,585.00	\$30,585.00	\$0.00	\$30,585.00	4/30/2004	3	
A.G. Hanco Co. of FL	\$248,491.74	\$11,112.74	\$237,379.00	\$237,379.00	\$237,379.00	\$0.00	\$237,379.00	4/30/2004	3	
A.G. Hanco Co. of FL	\$706,830.60	\$34,452.67	\$672,377.93	\$672,377.93	\$672,377.93	\$0.00	\$672,377.93	4/30/2004	3	
Ameson Tank	\$308,783.30	\$29,678.30	\$279,105.00	\$279,105.00	\$279,105.00	\$0.00	\$279,105.00	4/30/2004	3	
Amvco	\$181,816.77	\$710.64	\$181,106.13	\$181,106.13	\$181,106.13	\$0.00	\$181,106.13	4/30/2004	3	
Anchor Block	\$182,422.60	\$9,242.60	\$173,180.00	\$173,180.00	\$173,180.00	\$0.00	\$173,180.00	4/30/2004	3	
Architectural Opus	\$76,476.00	\$2,242.60	\$74,233.40	\$74,233.40	\$74,233.40	\$0.00	\$74,233.40	4/30/2004	3	
Baltimore Aerial Co. Project One	\$182,087.00	\$10,382.00	\$171,705.00	\$171,705.00	\$171,705.00	\$0.00	\$171,705.00	4/30/2004	3	
Camacho Company	\$600,000.00	\$50,000.00	\$550,000.00	\$550,000.00	\$550,000.00	\$0.00	\$550,000.00	4/30/2004	3	
Camacho Company	\$93,617.77	\$5,316.22	\$88,301.55	\$88,301.55	\$88,301.55	\$0.00	\$88,301.55	4/30/2004	3	
Camacho Company	\$12,118.41	\$123.12	\$11,995.29	\$11,995.29	\$11,995.29	\$0.00	\$11,995.29	4/30/2004	3	
Camacho Company	\$3,179.29	\$287.99	\$2,891.30	\$2,891.30	\$2,891.30	\$0.00	\$2,891.30	4/30/2004	3	
Camacho Company	\$2,512.40	\$166.33	\$2,346.07	\$2,346.07	\$2,346.07	\$0.00	\$2,346.07	4/30/2004	3	
Construction Materials	\$13,216.33	\$2,376.13	\$10,840.20	\$10,840.20	\$10,840.20	\$0.00	\$10,840.20	4/30/2004	3	
Cummins Southwestern	\$12,022.79	\$729.97	\$11,292.82	\$11,292.82	\$11,292.82	\$0.00	\$11,292.82	4/30/2004	3	
Dino Lane & Stone	\$250,210.00	\$14,210.00	\$236,000.00	\$236,000.00	\$236,000.00	\$0.00	\$236,000.00	4/30/2004	3	
ERH Steel	\$42,000.00	\$0.00	\$42,000.00	\$42,000.00	\$42,000.00	\$0.00	\$42,000.00	4/30/2004	3	
Esa K. Phelps	\$1,415,603.68	\$80,175.68	\$1,335,428.00	\$1,335,428.00	\$1,335,428.00	\$0.00	\$1,335,428.00	4/30/2004	3	
Empson Enterprises	\$18,518.00	\$0.00	\$18,518.00	\$18,518.00	\$18,518.00	\$0.00	\$18,518.00	4/30/2004	3	
Flood Hydronics	\$17,876.96	\$0.00	\$17,876.96	\$17,876.96	\$17,876.96	\$0.00	\$17,876.96	4/30/2004	3	
Flood Hydronics	\$30,143.48	\$0.00	\$30,143.48	\$30,143.48	\$30,143.48	\$0.00	\$30,143.48	4/30/2004	3	
Flood Hydronics	\$133,100.00	\$2,800.00	\$130,300.00	\$130,300.00	\$130,300.00	\$0.00	\$130,300.00	4/30/2004	3	
Gate Procut Company	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar Electric Co. Inc.	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	
Graybar	\$17,728.00	\$0.00	\$17,728.00	\$17,728.00	\$17,728.00	\$0.00	\$17,728.00	4/30/2004	3	

	\$0.00	\$115,469.83	\$0,977.65	Y	\$80,173.83
	\$0.00	\$78,000.00	\$1,730.00		
	\$0.00		\$0.00		

REVIEW OF "REQUEST FOR INFORMATION" RESPONSES - PAGE 2

Seminole County Criminal Justice Center

Page No.	Response Status	Party Requested
101		

- PAGE 6 OF 11
4. Clean toilet fixture
 5. Remove concrete splatter from floor located on west wall adjacent to toilet and bench
 6. Trench and caulk to CMU wall with pick proof caulk
 7. Fill and paint concrete chips in east wall adjacent to end of bench
 8. Wash and paint concrete chips in east wall adjacent to end of bench
 9. Clean light fixture has been bent
 10. Clean hand prints from light fixtures
 11. Refinish light fixture frames
 12. Security screws are to be used in cover plate located in south east corner of room
 13. Security screws are to be used in cover plate located in north west corner

0018 Fem Cell 4

1. Light fixture frame has pulled loose from ceiling located in north wing
2. Remove excess grout from CMU wall at floor and paint perimeter edge of CMU wall
3. Toilet is to be caulked to CMU wall with pick proof caulk
4. Fill chips in concrete floor adjacent to floor drain
5. Toilet is to be installed tight to floor
6. Paint base of entry door frame

0020 Fcm Cell 3

1. Toilet is to be caulked to CMU wall at floor and paint perimeter edge of
2. Remove excess grout from CMU wall at floor and paint perimeter edge of
3. Clean hand prints from speaker
4. Toilet is to be installed tight to floor
5. Paint base of entry door frame
6. Light fixture frame has pulled loose from ceiling located in north west c

Cell 1

1. Remove excess grout from CMU wall at floor and paint perimeter edge
2. Toilet is to be installed tight to floor
3. Paint base of entry door frame
4. Toilet is to be caulked to CMU wall with pick proof caulk
5. South edge of light fixture is to be pulled tight to light fixture

2022 Male Juv. Cell 22

- 0022 Male Juv. Cell 22
1. Toilet is to be caulked to CMU wall with pick proof caulk
 2. Remove excess grout from CMU wall at floor and paint perimeter
 3. Toilet is to be installed tight to floor
 4. Paint base of entry door frame
 5. Clean drain and floor drain grate
 6. Clean and re-grout below toilet

[illegible]

TECHNICAL APPROACH TO TASKS TO BE PERFORMED

working with several clients across the State of Florida to help them successfully address the impact of escalating construction costs and “scope creep” that is prevalent in many construction projects. As requested by Sumter County, ZHA will use our expertise to develop an overall estimate of the project’s costs (not just construction cost), identify potential issues that could adversely impact the project’s costs and use our expertise to deliver a project that meets the project’s scope and within project budget.

ZHA is successful in overseeing projects that are completed within their budgets because of our 28 years of experience developing and managing budgets for our owners. Our success is founded upon our ability to provide personnel and a team experienced in the Central Florida marketplace. We have been and continue to be involved with current projects throughout Central Florida and we maintain a detailed database of project cost information from our hundreds of projects throughout Central Florida.

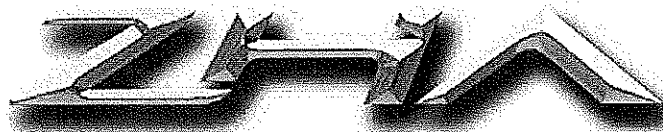


TECHNICAL APPROACH TO TASKS TO BE PERFORMED

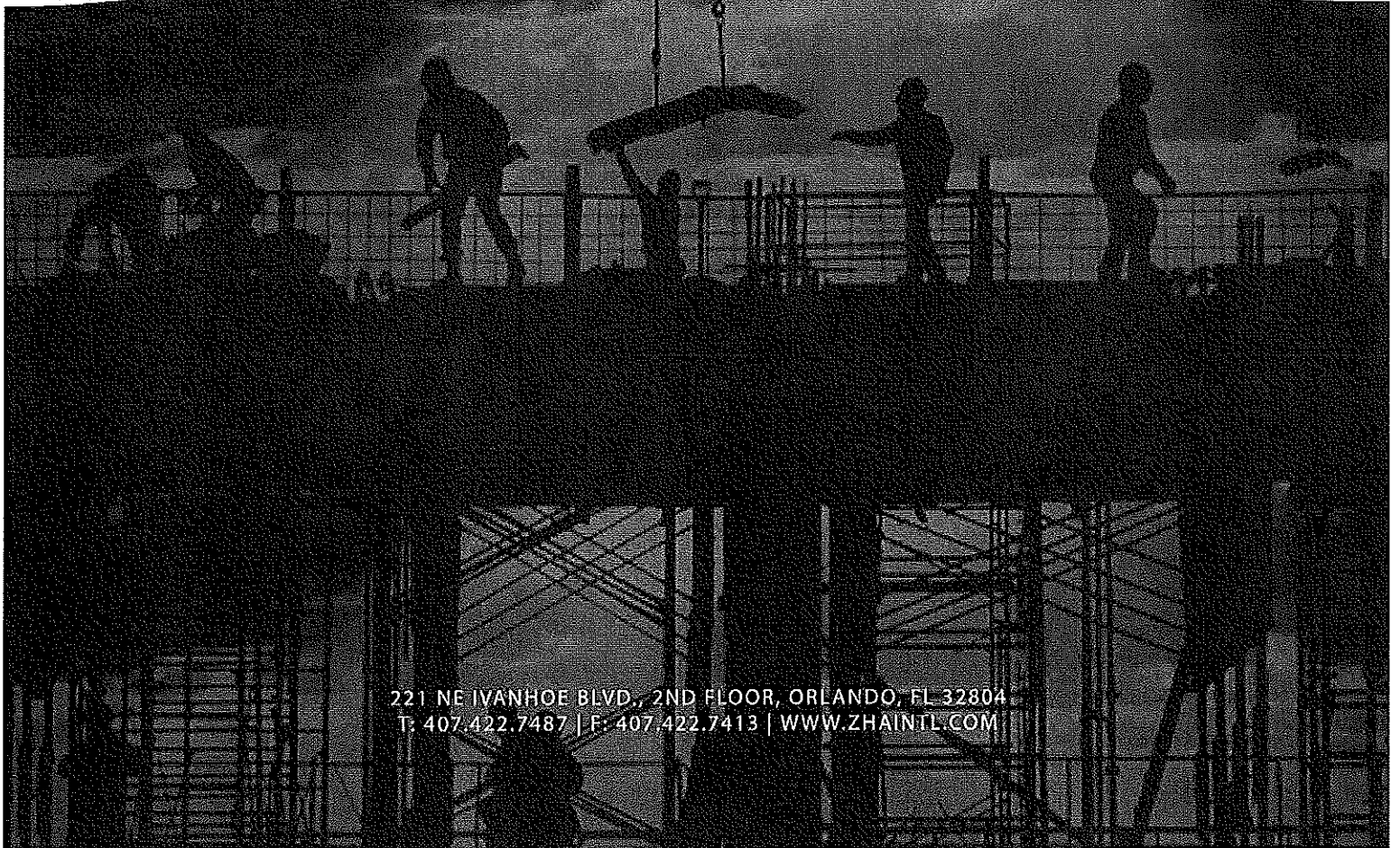
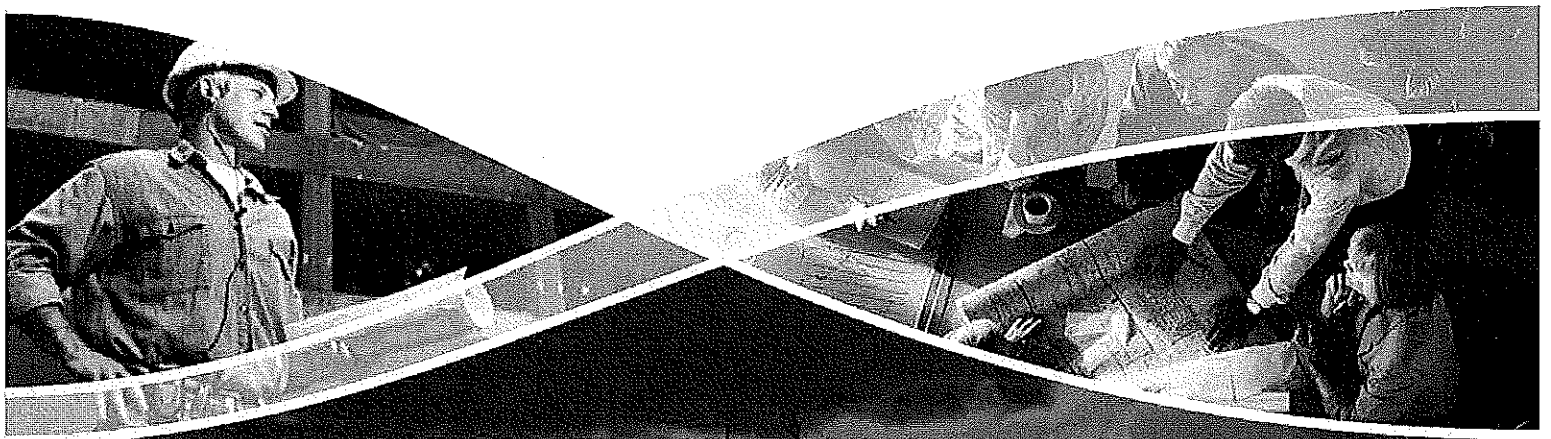
Our approach to budgetary control is to work with Sumter County to immediately identify all components that make up the project budget, coupled with a simultaneous review of each project's scope. Working with Sumter County, the design professional and the contractor, ZHA will identify long-lead, specialty and other items that could have a significant impact on the project's cost and/or schedule. At Sumter County's direction, we will also prepare an estimate to establish early adherence to each project's budget.

Putting together an accurate budget requires that all soft cost components of the budget be accounted for, including but not limited to the cost of design, testing, permits, furniture, fixtures and equipment (FF&E), inspections, and other costs that will be reasonably incurred during the completion and occupancy of this facility. ZHA and our team have years of experience quantifying these soft costs.





Excellence is our signature



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